



## Project Manager

At Collicutt Energy Services Inc. (Collicutt), we help our clients succeed with all their power generation needs. As a leading manufacturer of custom power generation solutions, we take pride in thinking differently, sharing innovative ideas, and offering a unique and collaborative workplace where you can succeed.

Collicutt is currently seeking a Project Manager to join our team in our Red Deer facility. This is an opportunity for a professional who is ready to take on the challenge of leading one of our key major projects in Western Canada.

You will be responsible for using project management methodologies, principles, and practices to ensure timely progress and quality of construction, cost control and resolution of issues. You will define project requirements with our client, coordinate the activities of project team members, consultants, and contractors, and ensure project scope, time, cost and quality objectives are met.

More specific responsibilities include (but are not limited to):

- Creating and executing project work plans.
- Gathering business and technical requirements and establishing appropriate project design through a full understanding of business requirements.
- Managing changing priorities to complete project delivery within defined constraints.
- Identifying resources needed and assigning individual responsibilities.
- Managing day-to-day operational aspects of the project including scope and deliverables.
- Applying methodology effectively ensuring project standards are met.
- Preparing for engagement reviews and quality assurance procedures.
- Developing an appropriate risk management plan, ensuring timely response and escalation of issues that can lead to unexpected changes in time, quality, scope and budget.
- Ensuring project documents are complete, current, and stored appropriately.
- Managing the execution of this project by leveraging proven project management methodologies and best practices.
- Working closely and maintaining strong work relationships with internal stakeholders, the client and 3<sup>rd</sup> party services.
- Developing and maintaining key project documentation, including the project plan, periodic reports, schedule, issues, quality, and risk documents.
- Creating and tracking a project budget.
- Managing all project resources including internal staff, external consultants and vendors, if applicable.
- Conducting appropriate project meetings with associated teams.
- Developing and delivering presentations and communications throughout the project life cycle, as necessary.
- Overseeing key project components including communication plans, change management plans, training plans, testing plans and roll-out plans.
- Ensuring sufficient communication is taking place, at an appropriate level of detail, to keep stakeholders appropriately aware of project statuses.
- Providing basic project management training, coaching, and mentoring for project team members.
- Identifying and recommending enhancements to the project management methodology and toolset.
- Encouraging the use of appropriate and effective project management practices.



**Qualifications & Experience:**

- A university degree or diploma in engineering, or an equivalent number of years of relevant experience
- Professional industry credentials such as PMP, P.Eng., CET, or other similar industry recognized designation is considered a strong asset.
- At least 5 years of experience in project coordination and management, ideally within the power generation industry
- A solid foundation of experience, track record and reputation as once capable of managing projects successfully.
- Previous people management experience and an ability to provide leadership and guidance to more junior team members is an asset
- Your clients trust you and rely on your knowledge, skills, and expertise to achieve their business goals and objectives.
- Your clients are impressed with your ability to represent their best interests regarding contractual and technical issues.
- Your project teams rely on your ability to manage change, communicate, and coordinate between multiple stakeholders, resolve issues, and deliver projects on time and on budget.
- Possess high professional ethics, good judgment, and ability to take decisive action.
- High level of initiative, self-motivation, strong analytical and decision-making skills.
- Able to lead by example and motivate others yet think independently and remain objective.
- Strong understanding of industry regulations, standards, and recommended practices as they pertain to our business.
- Effective time management, including the ability to anticipate and deal with the effects of change.
- Commitment to Collicutt Core Purpose and Core Values, Clean and valid driver's license & background check and ability to pass drug/alcohol pre-employment testing.
- Able to travel when necessary

This is an excellent opportunity to join a dynamic and growing organization. The potential for success with our expanding, progressive, privately owned business is unlimited. We recognize our team members as individuals and consider mutual RESPECT to be the key to building a cohesive, productive Team.

If you are interested in this exciting opportunity that offers endless learning opportunities, a safety-first philosophy, mutual commitment, fun, and community involvement, then do not wait any longer! Come be part of our FAMILY and submit your resume to [hr@collicutt.com](mailto:hr@collicutt.com)

For more information on our company, please visit our website: <https://www.collicutt.com/us/>

*Collicutt Energy Services Corp. is an equal opportunity employer.*

*We wish to express our thank you to all applicants for their interest and effort in applying for the position; however, only candidates under consideration will be contacted.*